



# FORUM

The preparation of this Newsletter was financed in part through a Comprehensive Planning Grant from the Department of Housing and Urban Development  
**VOLUME 14** **NUMBER 5** **JUNE 1980**

## FEDERAL FUNDING INCREASED

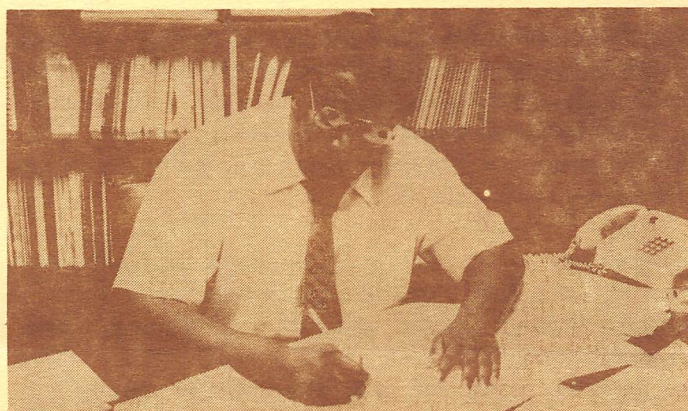
The APB learned last month that it has been awarded \$15,000 in bonus comprehensive planning funds from HUD in recognition of achievements in plan development and implementation. As a result of this award, the APB was only one (1) of two (2) planning agencies in Florida to receive an increase in HUD comprehensive planning funds. These funds will be received on July 1, 1980. The adoption of such areawide plans as the Regional Comprehensive Development Plan and Areawide Housing Opportunity Plan were the basis for this recognition of achievement by HUD. These funds will be utilized to help implement these important extra areawide programs.

### COMPREHENSIVE PLANNING PROGRAM REACHES COMPLETION

This month closes the federal fiscal year for 1979-80. The Area Planning Board completed five (5) projects utilizing funds from the U.S. Department of Housing and Urban Development (HUD) during this period. Three documents were produced; the Phase I update of the Regional Comprehensive Development Plan, Alternative Strategies in the Delivery of Public Housing and Project Notification and Review System A-95 Clearinghouse Review Manual. Two (2) on-going activities, Project Notification and Review System and Local Planning Assistance were also carried out during FY 1979-80.

The update of the Regional Comprehensive Development Plan involved revising the twenty-six (26) elements comprising the Phase I: Inventory and Analysis section of the Plan. This update of planning background information will serve as the basis for the update of the Regional Comprehensive Development Plan goals and objectives during fiscal year 1980-81. (See APB Forum Volume 14, Number 3, April, 1980).

Alternative Strategies in the Delivery of Public Housing constitutes the first detailed analysis of public housing activity within Palm Beach County. The



Mr. Bill Brooks, Director of the Planning and Management Division of the Palm Beach County Department of Housing and Community Development, reviews intern work schedules for the agency's two (2) work study students.

report prepared in cooperation with the seven (7) active local housing authorities represents a concise presentation of all pertinent information to the existing public housing delivery system. The report recommends alternatives to assisting this system in the delivery of public housing. A committee of local housing authority officials is being formed to attempt to implement the recommendations of the study.

On May 21, 1979, the Area Planning Board adopted a Project Notification and Review System A-95 Clearinghouse Review Manual to govern its implementation of the Project Notification and Review System process under the United States Office of Management and Budget Circular A-95. This federal mandate designated the Area Planning Board as a review clearinghouse for most federal funds expended within Palm Beach County. The manual institutes guidelines for the administration of this responsibility. The Manual was developed in accordance with the 1979 amendments to the Circular and will govern the administration of the clearinghouse function within Palm Beach County. Under the A-95 process, some 120 applications for funding were reviewed by the agency (see APB Forum Vol. 14, Number 1, February, 1980).



Local Planning Assistance covered a wide spectrum of activities ranging from coordination of the Local Government Comprehensive Planning Act Technical Advisory Committee to the presentation of workshops. Two (2) workshops were produced; "Hurricane and Natural Disaster Preparation and Response" and "Census '80: Making It Count." Both workshops were well attended and participant response was excellent. More workshops of this type are anticipated for the next fiscal year.

## WORK STUDY PROGRAM

The United States Department of Housing and Urban Development (HUD) has notified the Area Planning Board (APB) that its Work Study Program will receive an increase in funding during FY 1980-81. The APB was the only grant recipient in HUD Region IV (an eight state area) to receive increased funding. The program is considered one of the best in the region. The additional funding will increase the current number of students involved in government internships from five (5) to six (6).

The success of the Work Study Program is due primarily to the ability of the Florida Atlantic University (FAU) Masters Degree program in Public Administration to attract strong candidates through a viable recruitment campaign and strengthened counseling techniques geared toward retaining participants once they are enrolled in the institution. The University and the APB have worked diligently toward the development of a practical training program to allow the participants to acquire meaningful job experiences in the field of public sector planning and management. The APB and the University have a commitment to the maintenance of a Work Study program designed for training professionals who maintain insight into the concerns of the disadvantaged in the field of comprehensive planning, community development and public administration.

## PROGRAM IMPLEMENTATION

The Work Study Program provides financial aid to assist eligible graduate students in meeting educational expenses while gaining valuable professional governmental experience. One primary goal of the Program is to increase the number of trained professionals in various fields of public administration.

The Work Study Program presents an opportunity for graduate students to gain experience and understanding of the dynamics of public sector planning and/or management. These internships presently offer experience in city management and planning. All placements are with municipal and county agencies in Palm Beach County.

Students selected to participate in the HUD Work Study Program must be enrolled in the graduate public administration program at FAU. The Program which extends over a two (2) year period, leads to a Master's of Public Administration Degree (MPA).

The Program requires students to devote twelve (12) to twenty (20) hours of work per week to an assigned public agency. Participating students work for local agencies to gain practical experience and knowledge in the field of public sector planning and management.

## WORK STUDY COORDINATING COMMITTEE

In accordance with guidelines for the Work Study Program, the APB in conjunction with FAU has continued its efforts to insure overall coordination of the local Work Study Program. In further accordance with the guidelines, the APB and the University maintain an active Work Study Coordinating Committee. This Committee meets at least once per academic quarter, and receives quarterly progress/activity reports on the Program from the Program Coordinator. The Committee receives information relevant to the participants and programs on an as needed basis.

In addition to receiving quarterly progress reports, the Committee also reviews the academic and scholastic performance of student participants, discusses student work performance and job assignments, discusses recruitment strategies for prospective participants, develops internal policies that will be utilized to enhance the overall program at the University, and participates in the selection of student participants prior to the beginning of the academic year (September), or as vacancies occur within the Program during the academic year. The Committee, composed of nine (9) members, listed in Table.

As an internal measure that complements the guidelines of the Program, the University holds monthly seminars for student participants. During these seminars, students are afforded the opportunity to interrelate academic experiences, in management and planning, with actual/practical assignments.

## PROFILE OF PLACEMENT ACTIVITIES

So as to insure that student participants are exposed to practical useful work experience, the Work Study Program Coordinator makes regular field visits to placement agencies to discuss student's job performance. The Coordinator and placement agency supervisor also discuss the practicality of work assignments. A concerted effort is made to minimize the development of "busy-work" for participants assigned to public placement agencies. During the regular scheduled seminars between the students and Coordinator, work performance and job assignments are gen-



## WORK STUDY COORDINATING COMMITTEE

<u>Member</u>	<u>Title</u>	<u>Representing</u>
Mr. Frank Brutt	Executive Director	Area Planning Board of Palm Beach County
Mr. William Larsen	Chairman, Department of Public Administration	Florida Atlantic University (Educational Institute)
Mr. John Green	Director	Palm Beach County Dept. of Housing & Community Development (Work Placement)
Dr. Richard Orman	Planning Consultant	Barker, Anderson Consultants (Business Community)
Dr. Don Sanford	Professor	Florida Atlantic University (Educational Institute)
Dr. John DeGrove	Director	FAU/FIU Joint Center for Urban Development
Mr. Robert Turner	Program Participant	Work Study Students
Mr. John Perry	Comprehensive Planning Representative	HUD Regional Office
Mr. Tony Smith	Assistant County Administrator	Work Study Coordinator

erally discussed at length, thereby, affording participants the opportunity to discuss their practical work experience. The Coordinator reports to the Work Study Coordinating Committee if placement agencies have met the intent of the program's purpose by providing meaningful job experience.

The Work Study Program for FY 1979-80 provided internships for five (5) students. These students were employed in four (4) government agencies including: Area Planning Board; City of Boca Raton, Department of Community Development; City of Riviera Beach, Manager's Office and Palm Beach County Department of Housing and Community Development. The work assignments were in planning, city management and community development respectively.

In FY 1980-81, it is anticipated that the six (6) available internship positions will be filled at five (5) government agencies. These include: Area Planning Board; City of Boca Raton Department of Community Development; City of Riviera Beach Manager's Office; Palm Beach County Department of Housing and Community Development and the Minority Industrial Council.

### FINANCIAL ASSISTANCE

The Work Study Program, like all student financial aid

programs, is administered according to a nationally accepted policy that the family, (meaning parents or those acting in place of parents), student, and/or spouse, is responsible for a student's educational expenses. Therefore, a student's eligibility for financial aid is determined by a comparison of his/her budget (educational expenses) for the period of attendance with that which his/her family can reasonably be expected to contribute.

Educational, financial aid is a complex and often confusing matter due to the number of sources of assistance and the amount of paperwork required. FAU attempts to provide as much assistance as possible, however, each year the University receives more requests for aid than it has available funds. The University does process each application and gives each applicant complete consideration.

If you are interested in the program, or know of someone who may be, please contact the following for further information:

Program Coordinator  
Work Study Program  
Department of Public Administration  
Florida Atlantic University  
Boca Raton, Florida 33432  
(305) 395-5100, Ext. 2946



## AREA PLANNING BOARD OF PALM BEACH COUNTY

Charles W. Potter CHAIRMAN	Appointed by:	Palm Beach County Legislative Delegation
Charlotte G. Durante VICE-CHAIRMAN	Appointed by:	Palm Beach County Legislative Delegation
Thomas Altman	Appointed by:	Palm Beach County Legislative Delegation
Fred O. Easley	Appointed by:	Palm Beach County Legislative Delegation
Richard Ellington	Appointed by:	Board of County Commissioners Palm Beach County
Frank Foster	Appointed by:	Board of County Commissioners Palm Beach County
Norman Gregory	Appointed by:	Board of County Commissioners Palm Beach County
Howard Johnson	Appointed by:	School Board of Palm Beach County
Shirley K. Vallan	Appointed by:	Palm Beach County Legislative Delegation
Frank W. Brutt	Executive Director	

Librarian  
Palm Beach County Law Library  
Room 339 - Courthouse  
INTER-OFFICE



### FORUM